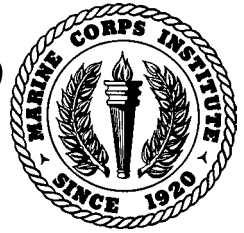




Hotline



MCI Home Page: <http://www.mci.usmc.mil>

July - September 2003

The MCI Hotline is published quarterly by MCI providing you with up-to-date information. Feedback from the Hotline identified the need to expand our distribution list. Although distribution of the Hotline goes to each RUC, many Marines do not receive important MCI updates contained in these newsletters. In an effort to bridge this information gap, the Hotline will now be included in the packing list of every MCI course and included on MCI's web page.

Deputy Director's Corner

With the parade season upon us, the Marines at MCI are actively engaged in not only developing distance-learning courseware and providing administrative support to students, but they are also supporting the ceremonial commitments of the Barracks. However, with these additional requirements, MCI is continuing to provide tools to assist commanders and individual Marines in their training and educational endeavors.

Late this summer, MCI will implement a new scanner in the Student Services Division. The scanner is a hardware and software application that grades examinations and provides reports through the MCI automated information system (MCIAIS). The new scanner will grade the answer sheets (DP-37s) much faster, provide analytical tools to MCI course developers for improving course examinations, and significantly reduce the hand grading efforts by Marines in the Student Services Division. If an answer sheet is not properly filled out, has illegible items, or missing information, the Marines at MCI have to hand grade the answer sheet. In many cases, the individual or unit has to be contacted to verify information, which causes delays in providing service to other students. With the new scanner, MCI will be able to expedite the entire grading process and provide faster updates to the Marine Corps Total Force System (MCTFS) for course completions. Additionally, this new system will provide a digital archive of all materials received from students, thus providing a historical record of all exam answer sheets.

As mentioned in the last *Hotline*, MCI had been working with the EPME Staff at the Marine Corps University to revise the SNCO Advanced Distance Education Program – 7200. Effective 22 June 2003, the 7200 program was closed and the revised program, 8200 was opened for enrollment. MARADMIN 260/03 provides the specific details for those currently enrolled in the 7200 program and details regarding the EPME requirements for SNCOs. Please review this MARADMIN at your earliest convenience to ensure compliance. You can review this document at MCI's Web site at www.mci.usmc.mil.

If you have questions about MCI products and services, please contact our Student Service representatives. MCI wants to continue to serve Marines around the world with timely and relevant training and education materials.

Semper Fidelis

T.M. Franus
Executive Director

Contacting MCI

Remember that many questions can be answered in our "Frequently Asked Questions" area with links available in the left menu on the MCI Online home page and in the top right corner on all MCI Online pages. If you are unable to find the answer you need, please go to the "Contact MCI" page (links available on the top of bottom of every page). This page provides a form to fill out with numerous choices that will guide your question to the appropriate MCI representative. By completing and submitting this form properly, you will get the answers to your questions in a more timely fashion. Make sure your email address is updated by going to the "YOUR Info @ MCI" page. Click on the link at the top of the page and you will be prompted to enter an email address. This will ensure that MCI personnel receive and respond to your questions and concerns in the most timely fashion possible.

How to Contact MCI	
Web Site	www.mci.usmc.mil
E-mail	ombmcissd@mbw.usmc.mil
Phone	1-800-MCI-USMC/DSN 325-7438
Postal Mail	912 Charles Poor Street SE Washington Navy Yard, DC 20391-5680
Visit Us	Building 220, Lejeune Hall, Washington Navy Yard

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Logistics Section Makes Upgrades

The Logistics Section of MCI is continuing to enhance its production and distribution abilities. This summer, MCI will add an extension to its Pitney Bowes In-Motion Manifesting System, enabling our Postal Section to double its capacity to process parcels. This will result in decreased handling of Marine's MCIs and more automated accountability and speed for getting books out the door. The section is also installing machines to automatically print and apply labels to parcels, reducing errors and further decreasing time for distribution. The addition of two new Flowmaster machines will increase speed and efficiency in stuffing envelopes, ensuring that Marines receive their hard-earned course completion certificates and PME diplomas faster than ever. MCI Logistics is continuously developing ideas to better serve Marines around the world.

Amphibious Warfare School Distance Education Program

Effective 1 June 2003, all students actively enrolled in the old AWS program (8500) were administratively disenrolled in accordance with MARADMIN 209/01. If any of your Marines are among those students disenrolled and still want to complete the program, there are a couple of options to consider:

- (1) If a student has completed 8501, send us a copy of the completion certificate for that course with a cover letter and credit will be given for course 8511 of the new AWS program. However, the student is required to complete courses 8512 and 8513 of the new program.
- (2) If a student has completed the work for 8502, but it was not received at MCI before the cut-off date of 1 June 2003, send us the exam with a cover letter requesting credit for course 8512. If the student passes the exam, credit will be given for course 8512, and the student will only be required to complete course 8513 to be PME complete for the AWS program.

Technological Upgrades to MCI

The Marine Corps Institute has been hard at work in technological advances, providing never seen before capabilities to distance learning education. With the implementation of these programs, MCI will have the capability to track—through the U.S. Postal Service—inbound test and score sheets, ensuring that when a student mails a test, he/she has the capability to track the progress and delivery status of that material. Also, MCI will soon implement a sophisticated scanning and grading system in the Student Services Department. This will provide MCI with digital images of exam and essay sheets of all received documents. As this system comes online, MCI will store students' exam sheets in a digital archive, enabling a full account of completed material. These upgrades, along with the advances in our logistics department, will place the Institute in the lead of distance education agencies. This translates into better service to the student and more timely grading and posting of scores.

New Operations Chief in Student Services Division

Staff Sergeant Charles E. Dorsey will replace Gunnery Sergeant Lewis F. Scott, who officially retired from the Marine Corps on 30 June 2003, as the Operations Chief of Student Services Division.

Seeking Qualified Course Writers

Do you want to make a difference in your MOS? Do you want to a job that will literally affect thousands of Marines? Are you interested in working in the Washington DC, northern Virginia, or Maryland area? If so, consider applying to become a distance learning instructor (DLI) at the Marine Corps Institute. We are looking for dedicated staff noncommissioned officers who are willing to share their experience and skills in a wide variety of MOSs with Marines worldwide. For more information, contact 1stSgt Forbes at (202) 685-7466 (DSN 325-7466) or contact your monitor.

Marine in the Spotlight

This quarter's *Marine in the Spotlight* is Lance Corporal Jeffrey R. Dierling, who is currently assigned as an Information Systems Administrator in the Information Technology Division. He was born in Johnstown, Pennsylvania on 17 May 1983. On 23 September 2001, he enlisted in the Marine Corps. Lance Corporal Dierling graduated from MCRD Parris Island, South Carolina as a meritorious private first class on 21 December 2001. He attended Marine Combat Training on 14 January 2002 at Camp Lejeune, North Carolina. From Camp Lejeune, Lance Corporal Dierling attended MOS training at Marine Corps Communications and Electronics School, 29 Palms, California. He graduated in the top 10 percentile of his class and received orders to his first duty station—Marine Corps Institute Company, Marine Barracks, Washington D.C. Lance Corporal Dierling was promoted to his current rank in June 2002. In December 2002, he entered the Recruiter's Assistance Program where he successfully recruited two individuals—one of which is currently in boot camp at Parris Island. Here at the Marine Corps Institute, Lance Corporal Dierling performs numerous functions in network support for both the Institute and Marine Barracks on a daily basis. Some of his duties include end-user support and ensuring systems functionality and maintenance, which effect promotions and education of Marines, civilians, and other service members worldwide.

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